

Aug 20, 2013 Agenda

Toombs County Board of Commissioners Amended Agenda Large
Courtroom August 20, 2013 5:30 PM Regular Board Meeting Call to
Order Invocation –

Approve Agenda

Approval of Minutes: July 16, 2013 Regular Board Meeting

Employee Recognition

Public Participation

Development Authority Report

2012 Audit Presentation – Mauldin and Jenkins CPA's

911 CAD System Proposals

EMS Ambulance Proposals

Department Reports

County Manager Report

Financial Report

Special Revenue Fund 2013 Budget

EMS Report

Bid Proposals – Bulldozer Undercarriage

Convenience Center Up-Date

Resolution to State of Georgia

Millage Rate - Proposal

Standing Committee Reports

Executive Session

Commissioners Comments

Adjournment

Work Session 15 Minutes after the Adjournment

Clerk of Courts – Chess Fountain

August 2013 Meeting

**TOOMBS COUNTY BOARD OF
COMMISSIONERS
2013**

**LARGE COURTROOM AUGUST 20,
5:30PM REG**

**ULAR MEETING PRESENT: MICHAEL BLAKE TILLERY, JEFF MCCORMICK, WENDELL
HUGH DIXON, DENNIS DARRIEL NOBLES, JOHN M. JONES, AND BELINDA**

WHIRLEY **Call to Order:** Chairman Blake Tillery called the meeting to
order. **Invocation:** Reverend Danny Williams of the First Baptist Church in Lyons gave the
invocation. **Approve Agenda:** Vice-Chairman McCormick made a motion seconded by
Commissioner Dixon to approve the amended agenda with the three additions of: 1) Special
Revenue Fund 2013 Budgets 2) Bid Proposals – Bulldozer Undercarriage and 3) Resolution
to State of Georgia. Motion carried unanimously.

Approval of Minutes: Commissioner Nobles made a motion seconded by Commissioner Dixon to approve the minutes of the July 16, 2013 Regular Board Meeting. Motion carried unanimously.

Employee Recognition: Chairman Tillery recognized Lt. Darlene Smith for being Employee of the Month for August 2013. Mrs. Smith has worked for E-911 for 10 years and was rewarded with a \$50.00 gift certificate from J & B's Steak House in Vidalia.

Public Participation: None

Development Authority Report: Commissioner Dixon informed the Commission that the Development Authority is still proceeding with the new spec building.

2012 Audit Presentation Mauldin & Jenkins: Trey Scott of Mauldin & Jenkins, CPA appeared before the Commission to give a report of the 2012 Audit. The County was given a clean opinion which means the financial statements are considered to present fairly the financial position and results of operations as of and for the year ending December 31, 2012.

Scott informed the Commission of four findings: 1) The first which is not atypical of small counties, is segregation of duties wherein there is not enough staff to carry out the segregation of duties in the offices of the Sheriff, Tax Commissioner, Clerk of Court, Probate Court and Magistrate Court. 2) There were Special Revenue Funds that were not budgeted for in the Commissioner's Office. 3) Appropriate reconciliation procedures were not followed in the Tax Commissioner's Office resulting in delayed disbursements to the taxing entities. 4) There were some late disbursements from the Tax Commissioner's Office and the law requires that the tax collector in each county having a population of less than 30,000 shall every two weeks pay over to the proper county officials as required by law the county taxes.

911 CAD System Proposals: Deputy Barry Brown of E-911 appeared before the Commission to give an update on problems his department is having with the current antiquated CAD System. He gave a brief overview of the 3 proposals for a new CAD System and gave his recommendation to go with the proposal of Zuercher Technologies at a cost of \$616,292.00.

Vice-Chairman McCormick made a motion seconded by Commissioner Nobles that this item be tabled until the next regularly scheduled meeting of the Commission. Motion carried unanimously.

EMS Ambulance Proposals: Manager Jones informed the Commission that he consulted with the County Attorney, Howard Kaufold due to the fact that only one proposal out of the three received was complete. Kaufold recommended that it be sent back out for rebid.

Commissioner Dixon made a motion seconded by Commissioner Nobles to approve the recommendation of the County Attorney, Howard Kaufold. Motion carried unanimously.

Department Reports: None

County Manager Reports:

Financial Report: Manager Jones gave a Financial Report for the month ending July 31, 2013.

Special Revenue Fund 2013 Budget: Jones presented 2013 Special Revenue Budgets for the following funds:

	Jail Commissary Fund	Revenue	\$20,000.00
		<u>Expenses</u>	<u>\$18,000.00</u>
		Net Change	\$ 2,000.00
	Law Library Fund	Revenue	\$15,000.00
		<u>Expenses</u>	<u>\$10,000.00</u>
		Net Change	\$ 5,000.00
	Revolving Loan Fund	Revenue	\$12,000.00

	<u>Expenses</u>	<u>\$ 0.00</u>
	Net Change	\$12,000.00

Vice-Chairman McCormick made a motion seconded by Commissioner Nobles to approve the amendment to the 2013 Budget by adding the Special Revenue Budgets. Motion carried unanimously.

EMS Report: County Manager Jones gave the EMS Report for the month of July. The revenues for the month were \$119,129.15 with expenditures of \$133,758.63. There were a total of 455 calls for the month.

Bid Proposals Bulldozer Undercarriage: Commissioner Dixon made a motion seconded by Vice-Chairman McCormick to approve the low bid of Tractor Equipment Company at a cost of \$18,956.00. Motion carried unanimously.

Convenience Center Up-Date: County Manager Jones informed the Commission that he had negotiated with the Department of Corrections for a site on Resmondo Road for a convenience center which will take the place of the dumpsters currently on Victory Drive if approved.

The State Corrections will present the Resolution to the State of Georgia at their next Board meeting on September 5th, 2013 and forward to the State Properties for preparation of legal documents transferring property to Toombs County and if approved at this time

The next step is for Toombs County to start construction on a new convenience center.

Resolution to State of Georgia: Commissioner Nobles made a motion seconded by Vice-Chairman McCormick to approve the Resolution to the State of Georgia for the purchase of 1.165 acres on Resmondo Road to construct a convenience center. Motion carried unanimously.

Millage Rate Proposal: Vice-Chairman McCormick made a motion seconded by Commissioner Dixon to run the 5 year history with a millage rate of 9.36 and set the date for the millage rate meeting for September 12th, 2013 at 5:30PM in the Large Courtroom at the County Courthouse. Motion carried unanimously.

Standing Committee Reports: None

Executive Session: Vice-Chairman McCormick made a motion seconded by Commissioner Dixon to go into executive session to discuss future acquisition of real estate and personnel at 7:18PM. Motion carried unanimously.

Commissioner Dixon made a motion seconded by Vice-Chairman McCormick to end the executive session at 7:32PM. Motion carried unanimously.

No action was taken as a result of executive session.

Commissioners Comments: All Commissioners gave thanks to the County Road Department, the County Sheriff's Department, and the County E-9-1-1 for all they do. They each gave thanks for the great job that these four departments always do a daily basis.

Adjournment: Vice-Chairman McCormick made a motion seconded by Commissioner Nobles to adjourn at 7:35PM. Motion carried unanimously.

Work Session

15 Minutes after the Adjournment

Clerk of Courts – Chess Fountain: Cancelled